

ITRCC Minutes
April 16, 2006

Attending: Elizabeth Buck-Peoria PD, Rob Robinson-IDOT OP & P, Lori Midden-DTS, Lou Humphrey-DTS, Priscilla Tobias-IDOT BSE, Kris Minor-SOS, John Werthwein-DTS, Gene Brenning-DTS, Mark Kinkade-IDOT BIP, Jim Garceau-IDOT, Mike Stout-DTS, Karen Magee-DTS, Joyce Schroeder-DTS, Kevin Burke-IDOT Highways, Sherri Akers-ISP, John Coffman-ISP, Sandy Klein-DTS, Mary Ann Paulis-DTS, James Hall-UIS, Jacques Gartshore-AOIC, Dan Mueller-AOIC, Donna Smith-NHTSA, Mary Collins-IDOT BIP, Elizabeth Earleywine-DTS, Dan Pippin-IDPH, Mike Gillette-IDOT BSE, Rich Forshee-IDPT, Greg Piland-FHWA, Jessica Baker-DTS, Mehdi Nassirpour-DTS, John Webber-IDOT, Melanie McDaniel-IDOT BIP, Norm Stoner-FHWA, Dan Lee-IDPH, Mike Mayer-SOS, David Gruenenfelder-UIS, Tom Ambrose-UIS, Michael Handley-UIS/IDOT,

Absent: Susan Avila-IDPH, John Benda-Toll Highway, Alan Burgard-ISP, Craig Cassem-Grundy County Highway, Abraham Emmanuel-Chicago EMC, Sam Gaines-IDPS, Mike Hansen-Lincolnwood Fire Department, Brooke Harmony-IDOT BSE, Steve Laffey-ICC, Jim Lamantia-Chicago EMC, Kirk Lonbom-IDP, Evelyn Lyons-IDPH, Roger Massey-IL Sheriffs Association, Steve Mattioli-FMCSA, Don McNamara-NHTSA, Cheryl Miles-IDPH, Gary Morgan, IDPH, Roseanne Nance-IDOT BSE, Yanfeng Ouyang-UIC, Jack Pecoraro-IL Association of Chiefs of Police, David Piper-IDOT BSE, Paul Rizzo-Schaumburg PD, Connie Satlar-SOS

Mike Stout opened the meeting with introduction of committee members. He announced that CDs have been made of the presentations from last year's International Traffic Records Conference and encouraged members to take a copy for their agency. Mike also encouraged everyone to attend the national meeting July 22-24 in St. Louis.

After a review of the minutes, Jim Hall approved and Sandy seconded.

Mike reminded presenters that their reviews of their 408 projects must be held to 2 minutes. He also announced there will be a demo of the safety data mart after the meeting.

Mehdi discussed the safety analyst package from federal highways. He reviewed the training session held at the end of February here in Springfield. Data conversion was an issue that was addressed—we need to be able to convert data in a way that safety analysts can work with. Since the training, the FHWA contractor has sent the data conversion schema to us. BIP is trying to put this together using data from two counties, however it is very time consuming. This will be a very useful tool for Safety Engineers.

Jessica Baker discussed the timetable for the availability of crash data. Location Unit is working on September 06 crash report; Main Data Entry is working on September 06 crash reports and Data Entry is working on February 07 reports. Jessica explained that the combined Pre and Main Entry screen is working well. There are nine new employees working on Data Entry. Safety Responsibility is working on January 07. Stats employees are working on SOS LEAD since February which makes the process so much faster and more accurate. Overtime started on April 4.

Mike explained that we are working very hard to enter data faster. He thanked Mike Mayer and John Coffman for making this linkage possible (LEADS). Mike also commended Jessica and her team for hard work.

Michael Handley gave an update on MCR: There are 25 trainings scheduled for April. All of Rockford will be trained by the end of August. There was a set back with Chicago PD who want to change the location section of the program to match their current geo coding method. Jim Garceau, Mike Stout and Michael were in a conference call with CPD to try to resolve this new problem. As a result, Chicago will be sending a street name program to IDOT for Jim to review and hopefully incorporate into MCR. Michael is working with Verizon and CMS to DuPage and McHenry counties can connect to MCR over the private Verizon networks. Michael will be holding a conference call with these counties for coordination of efforts. He announced there are extended support hours through UIS. They are now taking after hour and weekend calls. He will evaluate this training after 3 months. There have been discussions with ISP and the courts about citations and hopefully after Version 2 is complete they will begin working on citations. Donna asked if this includes all the districts of Chicago. Michael explained that Chicago is putting training on hold until the extra piece is in place, then we will train all their districts. Their goal is to process desk reports which represents 60% of all crash reports in Chicago.

Mike Stout explained that Chicago is concerned with location of address. Their Commander of Information Processing assured us that once this is fixed, it will be in all districts and then in their squad cars

Jessica reported that the safety data mart is ready for external use. The Crash Information Section approved 4 reports last week and they will be on the web. They are waiting on CMS to assign external user ids and passwords. BIP will notify users by e-mail. They are 13 more reports being reviewed for website. Jessica has copies of the reports for committee.

Mike discussed the structure of a new Planning Subcommittee for TRCC. He requested volunteers from each agency to meet periodically to help plan future meetings for the TRCC. He also requested that members become involved with the various sub-committees of the TRCC.

John Werthwein reviewed the TR assessment and accomplishments and suggested getting priorities back to him. Greg Piland inquired if the priority testing came from the assessment. Much discussion was held concerning the assessment and the strategic plan recommendations which Mehdi explained are one and the same. Donna explained that we need to use the assessment as a guideline.

John reviewed the various phases of the strategic plan recommendations which is how the plan is prioritized (page 20). On page 25, there is a break out of the phases detailing how to accomplish these 3 phases. He stressed that members must read and review the Strategic Plan and return comments to him. John explained the process of prioritizing the TRCC which is part of the 408 grant proposal. Lori Midden will be compiling information. A ballot will be mailed to each committee member to prioritize the Strategic Plan's phases and deadlines so that we develop the timeframe. After they have been returned to Lori will compile and e-mail a table for a second review before we

finalize. Mike reminded everyone that this is time sensitive and that we need your response. Please be aware of deadlines. Mehdi reminded that we need to prioritize in the 5 areas—timely, completeness, uniformity, integration and accessibility. Donna reminded that these areas are critical.

John Webber carefully reviewed the Charter and Memorandum of Understanding for the committee. Joyce Schroeder asked why AOIC was not a member of the Executive Committee – Priscilla explained that the Comprehensive Highway Safety Executive Committee serves as the exec committee of the ITRCC and that Secretary Martin had chosen the members. Dan Mueller will discuss with his Director if he wants to be included. John Webber asked for a motion to include AOIC. Mary Ann Paulis made the motion and Tobias seconded. Upon approval by their Director, AOIC will be included as a member of the ITRCC Executive Committee. John then asked for a motion to approve the Charter/MOU as written with the minor changes noted. Jim Hall made the motion and Jessica Baker seconded. The charter was accepted.

John Werthwein briefly reviewed the 408 grant process. He then asked for a brief presentation of each application received.

IDPH—Dan Lee reviewed his application on discharge data expansion and quality improvement project which addresses strategic plan phase 2, step 4.

IDPH-Rich Forshee reviewed his pre-hospital run report data system funding application which will add elements of collection—increases from 24-60-70. CODES system – e-code specific will be mandatory.

Melanie McDaniel presented the IDOT Safety Data Warehouse expansion project. This will be road specific to construction. Greg asked if there is a mechanism to combine systems.

Dan Pippin reviewed the electronic verification of vial events projects. REAL ID requires EVVE linkage. John mentioned that SOS has sent a letter of support of this project.

Sherri Akers reviewed the ISP Mobile incident electronic citations. This will enable ISP to quickly share data with the courts, IDOT, DUI, SOS disposition with citation in combination with MCR.

Jim Garceau discussed the grant recommending replacing the accident imaging system (AIS) which is very old (1996).

Jessica Baker reported on the Crash Information System (CIS). The purpose of this project is to collect and process crash report data in a timely manner so it is complete, accurate and available. To do this, we need to have reports come in electronically, which we are doing through MCR. For those police agencies that don't have MCR, but have another program similar to MCR, we are working on an XML format so we'll receive those reports electronically.

Our main goal is to make sure the crash data are complete and accurate. Receiving information electronically will help us. By having the data go through validation routines, it will help determine the accuracy of the data. Location information is important in determining the completeness and accuracy of the data. We've had some issues with

the way local agencies are locating crashes and we are looking at ways to fix these problems. We also want to work with police agencies to promote the importance of filling out crash report forms correctly and also to train officers who submit the reports.

Kevin Burke reviewed the IDOT highway signs grant as well as the roadside hardware inventory system and peak hour volume estimate for local safety services grants.

John explained that as a group we need to prioritize these projects. He opened the meeting for comments. Priscilla suggested that CIS and LARS are confused by needs for LARS component. Jim explained that local agencies can use spreadsheet to make sure that data is current format. Jim agreed that the issue needs to be solved. Lori explained/defended the need for the LARS report.

John discussed a requirement for the 408 grant is projects must be NEMSIS compliant.

After further discussion of process, John reminded members that we will be e-mailing out a ballot to prioritize projects. Please read the strategic plan and return comments back to Lori. Deadline for returning ballots is May 1, 2007. If needed, we will convene again on May 23 for a final review of grant. We will try to have teleconferencing for members.

Meeting adjourned at 12:05.